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Letter to SEAALL Executive Committee regarding the Executive Committee Meeting, April 24, 1990

J. Wesley Cochran

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TO: Executive Committee

FROM: Wes Cochran *Wes*

DATE: 4/24/90

SUBJECT: MINNEAPOLIS ARRANGEMENTS & OTHER INFORMATION

Please plan to meet me in the lobby of the Hyatt-Regency Hotel in Minneapolis at 3:00 p.m on Sunday, June 17 for the Executive Committee meeting. Once assembled, we will move to a nearby watering hole for our meeting.

1. Business Meeting & Reception

I have enclosed copies of what Margaret Lundahl sent me concerning the arrangements for our business meeting and reception. I still need to make several adjustments. First, you will note that I deleted the champagne from the reception menu and added more wine, but somehow my request for beer was muddled. Second, I have no idea why Margaret estimated the attendance at the reception at 60 people. She may have "averaged" it, assuming that some would head straight from the business meeting and some would walk in later. I tend to think that most people will head directly from the business meeting and that we may have a crowd as large as 100 people. I will mention that to Margaret. Third, I plan to add a table in the room in which we have the business meeting for the distribution of committee reports and other handouts.

2. Chapter Directory Ad

From the enclosed correspondence, I inferred that Hein used the results of a library school student's survey as the basis for the ad copy. I believe that the issue has been resolved satisfactorily.

3. Reimbursement Guidelines

I have enclosed my adaptation of AALL policies to use as a starting point for discussion. I take no pride in authorship, so please feel free to suggest alternatives.

4. Chapter Handbook

I have also enclosed a very incomplete list of revisions to the draft of the Chapter Handbook. If you have studied the draft carefully, you know that much work must be done before this project is completed. Perhaps the Executive Committee should set a major goal of bringing this project to a conclusion by the end of next year.

5. New Stationery

Because I used the last of my stationery, I ordered some, as we discussed and approved in our meeting in Reno. I exercised my Presidential prerogative and changed the design to make it a bit more contemporary. As you are packing to come to Minneapolis, please leave room to take home some of the new stationery.

I suppose that our elections pose the next major undertaking for the Chapter. Other than those, I think that things are winding down rather nicely for this year, and I look forward to passing the torch on to Tim. See you in the Land of the Loon.

Enclosures